

MEMORANDUM

TO: Mayor and City Council

FROM: Scott Shepherd, Chief of Police
Roberta Likens, Finance Director

SUBJECT: RESOLUTION TRANSFERRING APPROPRIATIONS WITHIN THE
GENERAL FUND

DATE: December 5, 2018

Background

ORS 294.450 allows the transfer of appropriations within a fund. It is necessary to move funds within the General Fund – Police Operations Department, and the Non-Departmental Department to allow for the purchase of department duty weapons and a Stancil recording system.

The department is changing the issued duty weapon from a Glock 21 to a Glock 17, which is a full size version of the 9mm handgun. The current .45 caliber handguns are in need of night sight replacement at an expected cost of \$4,375. The need for replacing the night sights brought forward a discussion and opportunity to replace the current handguns and purchase the 9 mm handguns, for a minimal investment. The 9mm handgun will facilitate proper shot placement during training and deadly force situations, increasing control and Officer comfort when firing.

The current handguns will be sold, for approximately \$14,000. To purchase thirty (30) 9mm handguns, at \$409 each, is a cost of \$12,270. In addition, equipment for 20 officers will need to be purchased at an estimated cost of \$163 each, for a total of \$3,260.

The department will also recognize a cost savings in the purchase of duty and practice ammunition.

Secondly, the police department has lost the ability to record non-emergency telephone calls due to a recent server failure and needs to replace the system.

Police radio traffic and 9-1-1 lines are currently recorded using a multimedia logging Stancil Recorder System, provided by our vendor, WesTek Marketing. Previously we used the Stancil system to record all media (radio traffic, 9-1-1 calls, and non-emergency phone calls). When the department changed to VOIP for non-emergency phone lines, the Stancil system was not capable of recording those lines. At that time the department began using a separate system called WaveReplay to record non-emergency lines through our telephone vendor, Touch Point. It is the WaveReplay server that has failed.

When we began using the new radio system, we upgraded our Stancil software in order to record the digital radio traffic. With this upgrade the Stancil server now has the ability to record VOIP telephone lines. We obtained a quote from WesTek Marketing to install and maintain a Stancil

interface to record our non-emergency calls, consolidating all recorded media. This cost is \$10,600 and is all-inclusive (hardware, software, licensing, installation and configuration). The annual licensing and service cost would be approximately \$2,670.

It is proposed to transfer from the contingency line item in the General Fund – Non-Departmental Department \$24,200 and to increase the Police Operations Department, Materials and Services – Firearms line item \$13,600 and the Capital Outlay, Computer Equipment line item \$10,600, for costs associated with the purchase of 9mm hand guns and equipment and the purchase of the Stancil media recording system.


As with any re-appropriation of funds, the net effect on the bottom line is zero.

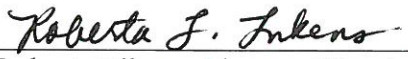
Recommendation

It is staff's recommendation that Council adopt the attached Resolution No. re-appropriating funds to allow for the purchase of the Glock 17 handguns and the Stancil media recording system.

Cost

The net expenditure is estimated to be \$12,130, after the sale of the .45 caliber handguns is made.


Richard Meyers, City Manager


Roberta Likens, Finance Director

RESOLUTION NO. _____

A RESOLUTION TRANSFERRING APPROPRIATIONS WITHIN THE GENERAL FUND.

WHEREAS, the City Council may transfer appropriations within a fund per ORS 294.450; and,

WHEREAS, the City Council wishes to re-appropriate funds within the General Fund, Police Operations Department for unanticipated costs associated with firearm purchases and a media recording system; and

NOW, THEREFORE, BE IT RESOLVED that the following re-appropriation shall be made within the General Fund of the 2018-19 Budget for the City of Cottage Grove:

GENERAL FUND:	FISCAL YEAR 2018-19			ADJUSTED BUDGET
	BUDGET	INCREASE	DECREASE	
Non-Departmental -				
Contingency	\$ 329,020		\$ 24,200	\$ 304,820
Police Operations Department				
Materials and Services:				
Firearms	\$ 2,000	\$ 13,600		\$ 15,600
Capital Outlay:				
Computer Equipment	\$ 7,500	\$ 10,600		\$ 18,100
TOTALS:	\$ 338,520	\$ 24,200	\$ 24,200	\$ 338,520

BE IT FURTHER RESOLVED that this resolution shall be effective immediately upon its passage.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS 10TH DAY OF DECEMBER 2018.

Jeffrey D. Gowing, Mayor

Dated: _____

ATTEST:

Richard Meyers, City Manager

Date: _____